



City of Hermosa Beach
Community Resources Department

CONTRACT NUMBER: 588

EVENT DATE: 5 Events - CAT-1

DATE STAMP
OCT 3 2013

STAFF
INITIALS

COMMERCIAL AND NON-PROFIT SPECIAL EVENT PERMIT APPLICATION

710 Pier Avenue • Hermosa Beach, CA 90254 • 310.318.0280 • Fax: 310.372.4333

- APPLICATION **MUST BE SUBMITTED BY OCTOBER 31ST, 2013**
- **\$758 NON-REFUNDABLE APPLICATION FEE REQUIRED WITH APPLICATION.**
- **\$505 NON-REFUNDABLE APPLICATION FEE, FOR VERIFIABLE NON-PROFITS (SEE INSTRUCTIONS)**

Request Event Date: 1st choice **: March 1-2, May 10-11, Aug 23-24, Sept 27-28, Oct 25-26
 2nd Choice ** (Required): _____
 **Date choice is not guaranteed until final calendar has been determined by City staff.

ORGANIZATION'S INFORMATION

EVENT TITLE: March 1-2 (St. Patrick's Day) May 10-11 (Spring Fever) Aug 23-24 (Endless Summer) Sept. 27-28 (Indian Summer) Oct. 25-26 (Halloween)
 Applicant Name: Donny Young
 Organization Name: West Coast Beach Tennis



CONTACT PERSON'S INFORMATION (IF DIFFERENT FROM ABOVE)

Name: _____
 Address: _____
 _____ City State Zip
 Phone: () _____ Cell: () _____
 Email Address: _____ Fax: () _____

REQUIRED: CONTACT PERSON ON THE DAY OF THE EVENT:

Name: Donny Young Cell: (310) 753-2834

EVENT INFORMATION

Event Type (please select all that apply):

- Race (run, walk, bike, etc.)
- Parade
- Street Fair/Festival
- Concert

- Tournament**
- Pass-Through
- Fundraiser
- Other

Type: Beach Tennis

Benefitting: _____

Event Start Time: 10 AM

Event End Time: 6 PM

Set-Up Date: 1st day of tournament

Set-Up Time: ~~2nd day of tournament~~

(If set up includes multiple days, please include additional pages with a daily set-up schedule).

7:00 AM

Break Down Date: 2nd day of tournament

Break Down Time: 7:00 PM

Event Location: 14th St and

Estimated # of Participants: 40

Age of Participants: Avg. 40

Estimated # of Spectators (daily): ~~25~~ 25

Total Estimated Attendance: 65

Overall Event Description - Briefly explain event and activities:

Our events are small CAT 1 Tournaments like Rec. classes. We may have maximum of 50 players.

Requested Dates:

MARCH 1-2, MAY 10-11, Aug 23-24, Sept 27-28, Oct 25-26

Street Closure Information - For Parades, Races, Walk/Runs, etc. taking place on City streets.

Names of Streets to be closed (please include additional sheets if necessary):

_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm
_____	between	_____	and	_____	_____	am/pm	to	_____	_____	am/pm

Event Route (official map must be submitted with application)

Assembly Area/Event Start: _____

Disbanding Area/Event End: _____

Sponsors

List ALL proposed/anticipated Co-Sponsors. Each Co-sponsor is a \$250 per co-sponsor fee. Co-sponsors may sample only, not sell.

Parking (\$1.25 per hour or \$30 per space per day)

Will you need reserved parking spaces? Yes No

If YES, please list requested parking times for each day of request:

Date _____	from _____	am/pm	to _____	am/pm
Date _____	from _____	am/pm	to _____	am/pm
Date _____	from _____	am/pm	to _____	am/pm

Will official event merchandise be sold at the event (Business License required)? Yes No
(Note: No sales on beach per HBMC)

Does your event involve the sale or consumption of alcoholic beverages? Yes No
Alcohol is prohibited on the beach per HBMC 12.26.300

Will the event have amplified sound? Yes No

-If YES, please describe (live music, PA, number and size of speakers, microphone, bullhorn, etc):

Is this a fundraising event? Yes No

-If YES, please describe:

Will there be any fenced areas? Yes No

-If YES, please describe:

Will there be construction of stages or structures, including any tents or awnings? Yes No

-If YES, please describe:

EVENT PROMOTION INFORMATION

Please describe marketing and promotional efforts for this event. Include event website, social networking sites, radio play, etc.

We post events on our website and on facebook

EQUIPMENT INFORMATION (ATTACH SITE PLAN)

A DIAGRAM OF YOUR SITE PLAN THAT INCLUDES ALL FACILITIES, EXACT PLACEMENT OF ALL EQUIPMENT, STREET CLOSURES, INGRESS AND EGRESS ROUTES, SHUTTLE ROUTES, FENCING, ACCESSIBILITY PLAN, AND PARKING MUST BE ATTACHED TO THE APPLICATION.

YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT A SITE PLAN

Please check all the boxes that apply to the equipment that will be on site for your event and specify the number and size of each (if applicable).

- | | |
|---|--|
| <input type="checkbox"/> Cars _____ | <input type="checkbox"/> Porta Potties _____ |
| <input type="checkbox"/> Semi-Trucks _____ | <input type="checkbox"/> Motor Homes _____ |
| <input type="checkbox"/> Generator _____ | Size: _____ |
| Size/Type: _____ | <input type="checkbox"/> Trailer _____ |
| <input type="checkbox"/> Vans _____ | Size: _____ |
| Size: _____ | <input type="checkbox"/> Stage _____ |
| <input type="checkbox"/> Sound Equipment _____ | Measurements: _____ |
| <input type="checkbox"/> Enclosed Tents _____ | <input type="checkbox"/> Canopies _____ |
| <input type="checkbox"/> Other (please attach list with description of each item) | |

GREEN MATRIX (ENVIRONMENTAL PROTECTION PLAN) - REQUIRED

COMPLETE THE ATTACHED GREEN MATRIX AND ATTACH TO YOUR APPLICATION.

ACCESSIBILITY PLAN

It is the applicant's responsibility to comply with all City, County, State and Federal disability access requirements applicable to the event, including the American with Disabilities Act (ADA). All indoor and outdoor sites, activities and programs must be accessible to persons with disabilities.

Please describe your accessibility plan:

INSURANCE

Unless greater or lesser coverage is requested, applicant agrees to furnish the City of Hermosa Beach evidence of \$2 million comprehensive general liability insurance in the form of a certificate, including endorsement, covering the entire period of this permit, naming the City of Hermosa Beach, its officers, agents and employees as additionally insured. Permittee waives claims against the City of Hermosa Beach, its officers, agents and employees, for fees or damages caused, arising out of or in any way connected with the exercise of this permit.

All Event Applications must include the completed GREEN MATRIX (Environmental Protection Plan)

Events in Hermosa Beach are expected to implement measures to reduce impacts and costs to the environment, the city, and the community. Specify how you will comply with applicable measures (or mark not applicable). If your contract is for several years, show how you will increase compliance is subsequent years.

Event Name: West Coast Beach Tennis Expected Attendance: Avg. 100

MEASURE	APPLIES TO:	HOW WILL YOU COMPLY? (use additional sheets if needed)
Recycling and Waste Reduction		
1. Reduce waste and single-use items		
▪ Limit single-use paper, plastics, packaging, and décor items	All events	We will minimize use
▪ Reduce size/bulk of plates, containers, cups	All events	We will comply
▪ Use products with high recycled content	All events	" " "
▪ Avoid sale or give-away of single-use plastic bottled drinking water	All events	" " "
▪ Provide free drinking water in large dispensers (people can refill their own bottles, or use paper cups)	500 or more	N/A
▪ At 'beer or drink gardens' recycle cups (provide dump station for liquids)	2000 or more	N/A
▪ Recycle fry-grease for bio-diesel fuels	2000 or more	N/A
▪ Limit and reduce size of handouts, flyers and give-aways (print several per page, double-side, do not use dark color inks)	500 or more	N/A
2. Recycling containers:		
▪ Place well-marked recycle containers adjacent to every trash container	500 or more	N/A
▪ Provide onsite 'monitors' directing people to recycling at prime locations, or provide secondary trash sorters	2000 or more	N/A
3. Staging		
▪ Recycle or reuse event construction materials	2000 or more	N/A
▪ Use 'no emission/no VOC' paints/sealants	500 or more	N/A
Transportation		
▪ No-idling policy for all vehicles	All events	We will comply
▪ Sponsor free shuttle or low cost bus passes	2000 or more	N/A
▪ Use hybrid, electric or CNG vehicles	2000 or more	N/A
Energy		
▪ Use energy-efficient lighting	All events	We will comply
▪ Turn lighting and devices off when not in use	All events	" " "

▪ Turn off generators when not in use for significant period of time	All events	We will comply
▪ Using alternative energy (solar, wind, fuel cell) to supply some power	2000 or more	N/A
▪ Use alternative fuel generators (CNG, fuel cell, biodiesel) (biodiesel- minimum B20 (20% blend); B99 is preferred)	2000 or more	N/A
Marine environment		
▪ Avoid use of single-use plastic bags. <u>Events on Pier Plaza, Pier Avenue and Hermosa Avenue: NO single-use plastic bags.</u>	All events	We will comply
▪ Avoid Styrofoam for outdoor events, take-out cups or containers. <u>Events on Pier Plaza, Pier Avenue and Hermosa Avenue: NO Styrofoam for outdoor events, take-out cups or containers.</u>	All events	'' '' ''
▪ No hosing of surfaces unless specifically allowed by city	All events	'' '' ''
▪ Full containment of all wastes	All events	'' '' ''
▪ Full containment of all six-pack plastic rings. <u>Events on Pier Plaza, Pier Avenue and Hermosa Avenue: Full containment of all six-pack plastic rings.</u>	All events	'' '' ''
▪ Provide recycling containers and litter control	All events	'' '' ''
▪ Beach and street cleaning required	500 or more	N/A
Education		
▪ Event and vendors to make reducing waste and recycling a prominent theme	500 or more	N/A
▪ Provide one booth, kiosk or space for green education sponsored by city or designee	2000 or more	We will comply N/A
▪ Advertise green measures and rules in all event advertising and on website	500 or more	N/A
▪ Demonstrate that vendors and service providers will comply with green measures	500 or more	N/A
Monitoring		
▪ Report on compliance with above applicable measures	500 or more	N/A

15th St

PARK

14th St

The Strand

Tent

Tent

West Coast Beach Tennis
5 Special Events - 2014
Site Plan

